

**PLANNING BOARD**  
**Meeting Minutes**  
**January 6, 2015**  
**Town Hall, 120 Main Street**  
**7:00 PM**

1 Present: J. Simons, M. Colantoni, L. Rudnicki, L. McSherry, D. Kellogg, P. Boynton,

2 Absent:

3 Staff Present: M. Egge, Jean Enright

4  
5 Meeting began at 7:00 pm.

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7 J. Simons: The planning board meeting for Tuesday January 6 is called to order. 1046 Great Pond Road is  
8 continued until the next planning board hearing.

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10 **BOND RELEASES**

11 950 Great Pond Road: Bond release request for a Watershed Special Permit for the construction of a  
12 home at 950 Great Pond Road.

13 M. Egge: Provides an overview of the bond release request. The work is in compliance with the approved  
14 plans, and the applicant submitted an as-built with compliance letter.

15 MOTION: D. Kellogg makes a motion to release the bond with accumulated interest, seconded by L.  
16 McSherry. The vote was unanimous in favor.

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18 Bear Hill Subdivision Bond Release: Request for the release of bonding for the Bear Hill Subdivision.

19 M. Egge: Provides an overview of the bond release request.

20 M. Egge and Board: Discussion on the bond release. Board sense is that despite the fact that DPW prefers  
21 to have trees planted outside the right of way, that does not mean the funds that were retained for trees  
22 should be released to the developer. The Planning Board is also not bound by policies of the DPW. The  
23 board would prefer to use it for other purposes rather than disburse it to the applicant. M. Egge indicates  
24 that there were 77 lots in the originally approved subdivision.

25 Board: Discussion of possible uses for the funds. Options included dispersion of funding to homeowners  
26 for the purposes of tree planting, or actually planting trees in the right of way. Board indicates the need to  
27 have Town Counsel review the legality of using the funding for purposes other than tree installation.

28 MOTION: L. Rudnicki makes a motion to deny the bond release request, seconded by D. Kellogg. The  
29 vote was unanimous. The denial is on the basis that the condition for the retention of the funds, the  
30 planting of trees, has not yet been fulfilled.

31  
32 **PUBLIC HEARINGS**

33 **Bradstreet School Redevelopment**

34 M. Egge: Provides a background on the project. All items have been addressed for the Planning Board  
35 with the exception of the stormwater review. The applicant has met the requirements under Site Plan  
36 Review for the stormwater design, however, Eggleston Environmental believes that the applicant could  
37 do more regarding stormwater treatment and runoff mitigation.

38 Bill Perkins and Board: Discussion of stormwater design and understanding. Board requests clarification  
39 on the infiltration basin and grade slopes. L. Rudnicki expresses concern over the small patio/plaza in  
40 front facing Main Street having runoff across the sidewalk. Applicant indicates that the expected volume  
41 of runoff from this area is negligible. J. Simons indicates that the issue may be addressed via a condition  
42 in the decision to re-evaluate the successful and safe operation of the site prior to the bond being released.

43 MOTION: L. Rudnicki makes a motion to close the hearing, seconded by D. Kellogg. The vote was  
44 unanimous in favor.

45 Board: Reviews the draft decision for the Bradstreet School Redevelopment. Board makes several minor  
46 changes related to correcting dates and grammar. Makes a note to correct Sutton to Saunders. Discussion

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on bonding value. Makes a note to include language for the independent monitor to sign the town form. Discussion on safety during construction activities.

MOTION: D. Kellogg makes a motion to approve the site plan review special permit application as amended, seconded by L. Rudnicki. The vote was unanimous in favor.

4 High Street, West Mill

M. Egge: Provides a background on the project. RCG was able to address the outstanding stormwater comments provided by Eggleston Environmental by submitting revised plans and an updated Operations and Maintenance Manual. This was the last outstanding item for the Planning Board.

Board and M. Egge: Discussion on Eggleston Environmental's confirmation that the applicant has addressed the final outstanding comments.

L. Rudnicki: Expresses concern over the incredibly small margin of error in the stormwater design, down to 1/100<sup>th</sup> of an inch. Moving forward, this is something the board needs to take into consideration.

MOTION: L. McSherry makes a motion to close the public hearing, seconded by D. Kellogg. The vote was unanimous in favor.

Board: Reviews the draft decision for 4 High Street. The board makes several minor revisions related to spelling and correction of dates. J. Simons notes to move the finding of fact regarding the tank and pump from a Finding of Fact to a General Condition. Include a notation that the independent monitor will sign an agreement with the town. Clarification of waiver B, the ground level residential use. Discussion on the value of the performance guarantee. Board agrees that the retention of the Certificate of Occupancy constitutes a fairly strong surety in and of itself, determines that the bonding should amount to \$20,000. The applicant will also be seeking approval from the Conservation Commission.

MOTION: D. Kellogg makes a motion to approve the Downtown Overlay Special Permit for 4 High Street as amended, seconded by L. Rudnicki. The vote was unanimous in favor.

Regency Place PRD Modification

M. Egge: Provides an overview of the project. The hearing was opened at the last meeting, and the Planning Board was not awaiting any additional information or follow up items.

MOTION: L. Rudnicki makes a motion to close the public hearing, seconded by D. Kellogg. The vote was unanimous in favor.

Board: Reviews the draft decision. L. Rudnicki makes a clarification that there was only one parcel, Parcel 7, that was added as part of this modification. Eggleston Environmental reviewed the revised plans and the comments provided were addressed by the applicant. Board notes that the applicant must file a restrictive covenant for the two new lots being created. Include language for the independent monitor to sign an agreement.

MOTION: L. Rudnicki makes a motion to approve the application as amended, seconded by D. Kellogg. The vote was unanimous in favor.

**DISCUSSION ITEMS**

Independent Monitor Agreement

M. Egge: Background on the form. This is intended to be a form for a construction monitor to sign in advance of a project to verify that they will monitor on behalf of the board.

Board and M. Egge: L. McSherry notes that the definition of what an independent monitor is supposed to do and who the monitor is supposed to represent. The board makes several suggestions on how to improve the form, such as including specific notation that the monitor's responsibility is to the town.

Board agrees to provide suggested comments and revisions to M. Egge.

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94     Watershed Outreach Flyer

95     M. Egge: Provides a background on the effort. Intended to serve as an outreach postcard for residents of  
96     the town who may be living within the watershed.

97     Board and M. Egge: Discussion on whether the postcard should be targeted to individuals within the  
98     watershed or any individual within the town. Board and M. Egge agree that two files should be created,  
99     one targeting residents living in the watershed, and one generalized for the entire town that might be  
100    distributed via water bills or other method.

101  
102    Mill District Overlay

103    J. Enright and Board: Brief discussion on the progress to an updated zoning bylaw and Historic Mill  
104    Overlay district. J. Enright requests two board members' assistance to work with RCG to form a working  
105    group to further develop the historic mill overlay. L. Rudnicki and M. Colantoni volunteer to assist in that  
106    effort.

107  
108    Watershed Protection Bylaw Administrative Update

109    J. Enright and Board: Discussion on the zoning bylaw as it currently exists and a discrepancy between the  
110    Watershed Protection District buffer zones in the narrative description and the buffer zones in the table.  
111    The Planning Board has always adhered to the table, and board agrees that staff should amend the  
112    narrative description to be consistent with the table.

113  
114    MINUTES APPROVAL

115    L. Rudnicki: The date at the top of the meeting minutes must be corrected.

116    MOTION: L. Rudnicki makes a motion to approve the meeting minutes, seconded by D. Kellogg. The  
117    vote was unanimous in favor.

118  
119    ADJOURNMENT

120    MOTION: L. Rudnicki makes a motion to adjourn the meeting, seconded by L. McSherry. The vote was  
121    unanimous in favor.